

# APPROVED

*At the April 9, 2008 Rail Advisory Board meeting, a motion to accept the minutes of the February 5, 2008 meeting was made by Peter Shudtz, seconded by Trent Crewe and unanimously approved by the Rail Advisory Board members.*

## Minutes

**Rail Advisory Board Meeting  
Auditorium  
Virginia Department of Transportation  
1221 East Broad Street  
Richmond, VA**

**February 5, 2008**

*Note – At the direction of the Board and the Director of DRPT, these summary minutes will only reflect Action Items and Informational Requests to the Agency from the Board.*

### MEMBERS PRESENT:

Wiley Mitchell Jr., Chairman  
Sharon Bulova  
Dwight Farmer  
Gregory Marston

Richard Beadles  
Trenton Crewe, Vice Chairman  
James Keen  
Peter Shudtz

Matthew Tucker, Director, DRPT

### MEMBER ABSENT:

Bruno Maestri

### Call to Order

The Rail Advisory Board Meeting was called to order at 10:02 a.m. by Chairman Mitchell.

### Adoption of Minutes

A motion to accept the October 11, 2007 minutes was made by Mr. Keen and seconded by Ms. Bulova. The motion carried without opposition.

### Adoption of Meeting Agenda

The Agenda of the February 5, 2008 meeting was accepted by the Board.

### Public Comment

There were no public comments received by e-mail nor did anyone sign up to speak.

### Chairman's Discussion Items

Chairman Mitchell requested this time for any members of the Board to raise any issue or make any suggestion related to the work of the Board. This time provided an opportunity for Board members to bring forward any items of concern for discussion.

At the request of the Board, Kevin Page, Chief of Rail Transportation, DRPT, gave the Board an introduction to the Rail Preservation Program. At Director Tucker's request, Mr. Page included a briefing on the Rail Industrial Access Fund.

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At the request of Board Member Marston, DRPT will poll the members of the Board on their preference on format for the Board Member meeting packages.

The Chair then requested Ms. Bulova to give the Board a report on her research into election and term of office for the chairman and vice chairman of the RAB. There are currently no by-laws for the RAB, though the election and term were set by Board action at the November 2005 meeting.

Ms. Bulova nominated Mr. Mitchell for a second term as RAB Chairman, seconded by Mr. Crewe. Mr. Mitchell was elected by unanimous vote. Mr. Crewe was elected as vice chair at the October 2007 meeting. Mr. Shudtz moved that Mr. Crewe be confirmed as vice chair for 2008, seconded by Ms. Bulova and elected unanimously.

Chairman Mitchell appointed Ms. Bulova and Mr. Crewe to develop a set of by-laws for the Board and submit them for action at the next meeting of the Board. Ms. Bulova requested DRPT staff assistance in researching existing documents of other boards and groups.

### Introduction of New DRPT Staff

Director Tucker introduced the following new members of the DRPT staff – Daniel Rudge, Manager of Strategic Planning; Jacob Craig, Manager of Rail Construction; Michael Knott, Manager of Rail Development; Michael Loehr, Project Management Consultant Director for the PPMC team; and David Harlan, Manager of Rail and Transit Special Projects.

### Update on General Assembly Session

Dan Rudge, Manager of Strategic Planning, DRPT, provided the Board with an update on legislation before the 2008 Virginia General Assembly and actions on the legislation impacting the Rail Enhancement Fund.

### Rail Enhancement Fund Applications Update

Mr. Page gave the Board a general update on the applications received for Rail Enhancement funding. The application period closed on February 1, 2008 and the Board will be provided with DRPT's recommendations at the April meeting.

DRPT was requested by the Chairman to poll the Board members on possible later meeting dates in April due to the extensive nature of the review time needed for the REF applications.

### Passenger Rail Performance Update

Jason Maga, Senior Officer of Host Railroad Policy for Amtrak and Dale Zehner, CEO of VRE, updated the Board on both passenger rail systems' performance, ridership figures and the reduction of delays.

### Statewide Rail Plan Update

Mr. Page provided the Board information on the Statewide Rail Plan and its components. The draft document is scheduled to be provided to the CTB in June 2008, and the final Statewide Rail Plan will be published in July 2008.

### Overview of Informational Items

Mr. Page provided an overview of the informational items provided to the Board in their notebooks.

There being no further business before the Board, the meeting was adjourned at 12:43 p.m.